Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:
RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

2019 MAY -3 AM 10: 02

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

ravel date(s):	23-25, 2019			
ravei date(s):				
• •	ing family member (if an			
elationship to Trave	eler:	Child		
				E OR DEPENDENT CHILD, O
NCLUDE LODGING Expenses for Emplo	COSTS IN EMPLOYEE E	EXPENSES. (Attach addit	tional pages if necessary	7.)
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith	\$656.00 (Flight)	\$400.00	\$161.20	\$0
Estimate	\$90.83 (Shuttle)			
Actual Amount	İ			
xpenses for Accom	panying Spouse or Dep	pendent Child (if applied	:abie):	<u></u>
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith				
Estimate Actual Actuat				
☐ Actual Amount				
> =1 P				· · · · · · · · · · · · · · · · · · ·
• • • • • • • • • • • • • • • • • • •	1			ttach additional pages if
necessary.). An inte	ensive program for C	ongressional staff v	which consists of t	hree days of
seminars, simula	ations, and keynote p	presentations.		•

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

5 2 19 (Pate) (Revised 1/3/11)

Signature of Supervising Senator/Officer)

Form RE-2

Form RE-1

(Revised 10/19/15)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the <u>Select Committee on Ethics</u> in <u>SH-220</u>. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

	Catherine Sadler
Name of Traveler:	
Se	nate Foreign Relations Committee
Employing Office/Committee:	
Stanford University's Hoover Institution	ì
Private Sponsor(s) (list all):	
April 23-25, 2019	
Travel date(s):	
Note: If you plan to extend the trip for any reason you	must notify the Committee.
Stanford, CA	
Destination(s):	
Explain how this trip is specifically connected to the traveler's	official or representational duties:
The growing global threats to the US and international security must aims to assist in this effort, I would benefit from the opportunity to learn and Secretary Schultz. This two day seminar will contribute to my used advise and assist Chairman Risch on Europe and regional security Relations Committee.	earn from General HR McMaster, Ambassador Michael McFaul, inderstanding of US foreign policy and enhance my ability to
Name of accompanying family member (if any):	
Relationship to Employee: Spouse Child	
I certify that the information contained in this form is true, con	Acolo
(Dàte)	(Signature of Employee)
TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (I Secretary for the Majority, Secretary for the Minority, and Chaplain) I, Senator Jim Risch/SFRC hereby auth (Print Senator 's/Officer 's Name)	
an employee under my direct supervision, to accept payment or related expenses for travel to the event described above. I have duties as a Senate employee or an officeholder, and will not creprivate gain.	e determined that this travel is in connection with his or her
I have also determined that the attendance of the employee's spot of the Senate. (signify "yes" by checking box)	pouse or child is appropriate to assist in the representation
21 March 2019 (Date)	(Signature of Supervising Senator/Officer)



Dear Ms. Sadler,

We are pleased to inform you that you have been selected to attend the Hoover Institution's Stuart Family Congressional Fellowship Program, which takes place on the Stanford University campus in Palo Alto from April 23-25, 2019. To proceed, please confirm your agreement to attend by completing this form by the close of business on Friday, March 15th.

Once confirmed, you will need to complete the necessary ethics paperwork. In this packet, you will find the necessary forms to be submitted to your ethics committee. This packet includes:

- Employee Pre-Travel Authorization Form (For you to fill out)
- Private Sponsor Travel Certification Form
- Agenda & Flight itinerary
- This letter as a Copy of Sponsor Invitation
- List of Senate participants

You will need to fill out the Employee Pre-Travel Authorization Form and submit this entire packet to your Ethics Committee for review by Friday, March 22nd. Upon submission, please notify Andrew Clark at afclark@stanford.edu

The Congressional Fellowship will take place from April 23rd through April 25th. Plan to depart from Washington, D.C. the morning of April 23rd and return the afternoon of April 25th. Please be sure to review all of the action items and deadlines in the attached document titled "Next Steps."

Should you have any questions, do not hesitate to let us know. Thank you for your participation. We look forward to welcoming you to Stanford University and expect an excellent program.

Sincerely,

Michael G. Franc

Director, Washington D.C. Programs Hoover Institution, Stanford University

Muchal G. Frank

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

9	Sponsor(s) of the trip (please list all sponsors): Stanford University's Hoover Institution
Ĺ	Description of the trip: An intensive program for Congressional staff which consists of three days of
_	seminars, simulations and keynote presentations.
ſ	Dates of travel: April 23-25, 2019
F	lace of travel: Stanford University, Palo Alto, CA
١	lame and title of Senate invitees: See attached list
]	certify that the trip fits one of the following categories:
	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip. - OR -
[(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
(2	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
_	_ AND -
12	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
Ī	certify that:
2	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement. - AND -
2	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principa except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

9.	USE ONLY IF YOU CHECKED QUESTION 6(B) I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	 (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip. OR -
	 □ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10). - OR -
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B) If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
11.	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	Stanford University's Hoover Institution solely planned all aspects of the trip including topics discussed,
	travel/accommodation logistics, and required paperwork. Hoover staff will also be responsible for traveling
	with Congressional staff and managing logistics for the duration of the trip.
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:
	The Hoover Institution is a research institution that seeks to improve the human condition by advancing
	ideas that promote economic opportunity and prosperity while securing and safeguarding the peace through
	its world renowned scholars, library and archives, as well as by engaging Congress and its staff.
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	This is the sixth sponsored trip for Congressional staff organized by the Hoover Institution. The latest of
	which was in August 2018 and had a similar format to this trip.

Stanford University's	s Hoover Institution regu	larly sponsors policy p	anels and roundtabl	es for think tai
	, Congressional staff, ex		•	
				ambord or the
Total Expenses for E	Each Participant:			
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expense
	\$710	\$400 total (\$200/ night)	\$160 total	None
Good Faith estimate	\$650 Roundtrip airfare			
Actual Amounts	\$60 ground transportation			
ongressional particip	rip involves an event the trip involves an event pation:	that is arranged or orga	anized <i>specifically</i> w	vith regard to
ongressional particip	e trip involves an event pation:	that is arranged or orga	anized <i>specifically</i> w	vith regard to
engressional participal to the trip involves an e	e trip involves an event pation:	that is arranged or orga	anized <i>specifically</i> w	vith regard to
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congressional participation or b) the congressional participation be trip involves an expension of the congression for selecting the congression	e trip involves an event pation: vent that is arranged/org	that is arranged or organized specifically with	h regard to congress	vith regard to
congressional participation or b) the congressional participation has been decided as a significant control of the congression	e trip involves an event pation: vent that is arranged/orgent the location of the event gnificant number of Cali er Institution's headquart	that is arranged or organized specifically with or trip	h regard to congress	vith regard to
congressional participation or b) the congressional participation of the trip involves an expension of the trip involves and expension of the trip involves and the trip involve	e trip involves an event pation: vent that is arranged/orgent the location of the event gnificant number of Califer Institution's headquart hotel or other lodging for the event section of the event	anized specifically with or trip fornia-based Senior Feders on the Stanford United Stanford Un	h regard to congress	vith regard to
congressional participation or b) the congressional participation of the trip involves an expension of the trip involves and expension of the trip involves and the trip involve	e trip involves an event pation: vent that is arranged/orgent the location of the event gnificant number of Cali er Institution's headquart	anized specifically with or trip fornia-based Senior Feders on the Stanford United Stanford Un	h regard to congress	vith regard to
Reason for selecting the trip involves an ending on the Hoove lame and location of schwab Residential (e trip involves an event pation: vent that is arranged/orgent the location of the event gnificant number of Califer Institution's headquart hotel or other lodging for the event section of the event	anized specifically with or trip fornia-based Senior Fers on the Stanford Unfacility: t, Stanford, CA 94305	h regard to congress	vith regard to
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21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:					
	Lodging expenses are less than the federal per diem for Palo Alto, CA. Meal					
	expenses are less than the federal per diem for Palo Alto, CA.					
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:					
	Stanford University's Hoover Institution will provide coach-class, round trip airfare between D.C. and San					
	Francisco, and round trip ground transportation between Stanford University and SFO airport.					
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).					
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event: None.					
25.	I hereby certify that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you must include a completed signature page for each additional sponsor): Signature of Travel Sponsor: [Mules 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6					
	Name and Title: Michael G. Franc, Director of Washington, D.C. Programs					
	Name of Organization: Hoover Institution					
	Address: 1399 New York Avenue, NW Suite 500					
	Telephone Number: 202-760-3203					
	Fax Number: 202-7 60-3191					
	E-mail Address: mfranc@stanford.edu					

THE HOOVER INSTITUTION IN WASHINGTON STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

U.S. POLICY AND INTERNATIONAL SECURITY IN A CHANGING WORLD APRIL 23-25, 2019

HOOVER INSTITUTION, STANFORD UNIVERSITY

Note: There will be 10-minute breaks between sessions.

TI	IEC	DAY	, v	ממ	11	22
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8:20 AM: Depart IAD on United Airlines Flight 424

11:19 AM: Arrive SFO, Shuttle to Lou Henry Hoover Building at Stanford University

Location: 580 Serra Mall, Stanford, CA 94305

12:30 - 1:00 PM: Welcome by Hoover Director Tom Gilligan and Lunch

1:00 - 2:10 PM: State of Liberal Democracy

Larry Diamond

2:20 – 3:30 PM: History US Foreign Policy Grand Strategies

HR McMaster

3:40 – 4:50 PM: America's Place in the World Economy

Edward Lazear

5:00 – 6:10 PM: Pre-Dinner Keynote

360° Look at Russia Michael McFaul

6:10 – 6:30 PM: Transport to Dinner

6:30 – 8:30 PM: Informal Dinner

Location: Tacolicious, 632 Emerson Street, Palo Alto, CA 94301

8:30 PM: Transport to Schwab Residential Center

Location: 680 Serra Street, Stanford, CA 94305



WEDNESDAY, APRIL 24

All meetings will be held in: Annenberg Conference Room, 580 Serra Mall, Stanford, CA 94305

8:30 - 9:00 AM: Continental Breakfast

9:00 - 10:00 AM: A view inside Iran

Abbas Milani

10:10 AM - 11:20 PM: The Shultz Hour - Issues on his mind

George Shultz

11:30 AM - 12:30 PM: 360° Look at China

Elizabeth Economy

12:30 PM: Lunch

12:45 – 2:00 PM: Lunch Keynote

The Future of Cyberspace

Andrew Grotto, Herb Lin, Toomas Hendrik Ilves

2:10 – 3:20 PM: Al and Geopolitics

John Villasenor

3:20 – 3:45 PM: Hoover Tower Tour

3:45 – 4:45 PM: Archives Presentation

Location: Tower Room 110

4:45 – 5:30 PM: Tour of Hoover/Stanford Campus

5:30 – 6:00 PM: Reception

Location: Courtyard

6:00 – 8:30 PM: The Peril and Promise of Cybersecurity and American Competitiveness

Alex Stamos

Location: Pavilion

8:30 PM: Walk to Schwab Residential Center

Location: 680 Serra Street, Stanford, CA 94305



THURSDAY, APRIL 25

All meetings will be held in: Annenberg Conference Room, 580 Serra Mall, Stanford, CA 94305

9:00 - 9:30 AM: Continental Breakfast

9:30 – 10:40 AM: Cold War II? U.S. – China Relations in Historical Perspective

Niall Ferguson

10:40 AM: Pick up boxed lunch and Shuttle Departs Campus for SFO

1:00 PM: Depart SFO on United Airlines Flight 727

8:59 PM: Arrive IAD



Capitol Hill Senate Staffers:

Wallace Hsueh
Andrew Kalaris
Therese Meers
Brianne Miller
Cara Mumford
Nathan Paxton
Catherine Sadler
Jack Thorlin